# PUBLIC WORKS

# Waste Disposal / Hazardous Material Handling

Garbage and Recycling – Waste Management	800.592.9995
Food Scrap and Composting	425.556.2897
Fats, Oil and Grease Discharge – Assistance in removal options	425.556.2858
» Food service establishments are required to minimize the discharge of Fats, Oils and Grease (FOG)	
Wastewater Discharge Permits – Assistance with permits	425.556.2858
» Businesses discharging any substance other than typical restroom generated wastewater may be required to obtain additional wastewater discharge permits	
Wellhead Protection Program – Assistance to manage hazardous materials	425.556.2753
» Businesses in close proximity to drinking water wells (Wellhead Protection Zones 1, 2 & 3) must provide information and implement practices to help protect the City's groundwater	
Hazardous Waste – King County Hazards Line	206.296.4692

» Businesses generating hazardous waste may qualify for a

government assistance program to help properly dispose of such wastes



#### Information

- Transportation streets, sidewalks, bike lanes: 425.556.2701
- Water, Sewer and Stormwater Infrastructure: 425.556.2701
- Improve business waste reduction and recycling efforts: 425.556.2832
- Water conservation programs: 425.556.2845

# Other City Resources

- ThinkRedmond.com
   Free marketing available through
   Redmond's buy-local program
   425.885.4014
- GOrtrip.com
   Financial incentives and online resources for employee commuting alternatives available through the Redmond Trip Resource & Incentive Program 425.556.2449

Report spills, illicit discharges, dumping or pollution

Redmond Spill Hotline 425.556.2868



# **Starting a Business**

**Business Resources in Redmond** 

A RESOURCE TO KEY AREAS OF RESPONSIBILITIES AND SERVICES PROVIDED BY CITY OF REDMOND



### **Business License Information**

- City of Redmond business license is required to engage in business within the city limits of Redmond
- Minimum license fee is \$92, covering the first 1,920 hours worked in the city
- Expires December 31 of each calendar year
- Required to renew by February 15 if business will continue in Redmond
- Non-transferable New owners of business must apply for new license
- All non-profits are required to obtain a business license. Those providing proof of their IRS 501(c)(3) status will be exempt from the license fee
- Additional regulatory requirements for massage, carnival, pawnbroker, peddling and towing businesses
- City of Redmond does not charge a Business and Occupation (B & O) tax

 City charges admissions taxes, gambling taxes, and occupational utility taxes on applicable businesses

Washington State Master Business License may be required if you will:

- · Sell goods to consumers
- Expect to earn a gross income of \$12,000 or more per year
- Have employees within 90 days
- · Use a name that is different from the owner or corporation name

#### To apply visit:

www.dol.wa.gov/business/file.html or call WA State Dept of Licensing at 360.664.1400

## Contact Utility Billing to:

- Open or close a utility account
- · Change utility account information

Download application at www.redmond.gov/businesslicense

# **Contact Fire Prevention** for help with:

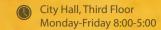
FIRE PREVENTION

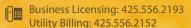
- Storing or using hazardous materials such as flammable liquids, acids, compressed gases, combustible dusts, etc.
- Changing the fire alarm or fire sprinkler systems
- High piled rack storage
- New construction or tenant improvements
- Changing use or occupancy classification
- Requirements for emergency evacuation drills
- Fire safety inspections
- Clarification of fire code requirements
- Required Annual Fire Code Operational Permits (based on the business's type of operation)
- Required one time Permits for tents, canopies, special events, carnivals and firework displays



- · Required one time Permits for removal of Underground or Aboveground Storage Tanks (UST/AST)
- Annual Fire inspection schedule
- UL Certification of fire alarm system
- · Annual confidence tests of fire alarm and fire sprinkler systems

# **BUSINESS LICENSING** AND UTILITY BILLING





businesslicense@redmond.gov utilitybillina@redmond.gov

#### FIRE PREVENTION

- City Hall, Second Floor Monday-Friday8:00-5:00
- 425-556-2246
- fireprev@redmond.gov

# PLANNING & COMMUNITY DEVELOPMENT

City Hall, Second Floor Monday-Friday 8:00-5:00

**PUBLIC WORKS** 

City Hall, Second Floor

425.556.2701

pwgen@redmond.gov

Monday-Friday 8:00-5:00

Planning Questions: 425.556.2494 Building Questions: 425.556.2493

Planning: planneroncall@redmond.gov Building: plansexaminer@redmond.gov

# Regulations on permanent signs including size, placement, permits and licenses

- Required building, electrical, plumbing, rack storage and/or mechanical permits to change, install or remove any walls or change existing fixtures, plumbing and/or signs\*
- Any changes to an existing building, work space, or suite\*

#### Information

\*Building Plans Examiner: 425.556.2493

Commute Trip Reduction Program: 425.556.2442



# **Contact Planning and Community Development for Assistance Regarding:**

- · Regulations for home-based businesses including Family Day Care
- · Permitted land uses and whether the building, work space, or suite is an appropriate use for the proposed business
- Requirements for a "Special Use" or "Conditional Use" permit when applicable
- Parking requirements or parking studies needed for the proposed business
- · Requirements on changes to any portion of the façade or exterior of the building (including changing the paint color)
- Commute Trip Reduction (CTR) program for businesses employing more than 100 employees scheduled to begin the workday between 6 and 9am

Permits: 425.556.2473

Permanent Signs: 425.556.2412